

MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
EXECUTIVE COMMITTEE

March 8, 2006
2:00 PM



ROOM 324A, RUG ROOM
MARIN COUNTY CIVIC CENTER
3501 CIVIC CENTER DRIVE
SAN RAFAEL, CALIFORNIA

MEETING MINUTES

Members Present: Al Boro, Vice-Chair, City of San Rafael
Peter Breen, Town of San Anselmo
Steve Kinsey, Chair, Transportation Authority of Marin
Cynthia Murray, Marin County Board of Supervisors

Commissioner Members Absent: Alice Fredericks, Town of Tiburon
Joan Lundstrom, City of Larkspur
Lew Tremaine, Town of Fairfax

Staff Members Present: Dianne Steinhauser, TAM Executive Director
Craig Tackabery, Assistant Director
Kathleen Booth, Recording Secretary

Chair Steve Kinsey called the meeting to order at 2:10 p.m.

1. Chair's Report

Chair Kinsey announced MTC is continuing to work on the public access study for the Richmond-San Rafael Bridge. It was discussed at the Bay Area Toll Authority last week and staff made a presentation about the intentions to complete the public access study by the end of this year. The agreement between Caltrans and BCDC several years ago at the time that the seismic retrofit project was underway, and permits were being issued, on the bridge retrofit project is that a study would be performed. It has been held up for over two years by an effort to synchronize the traffic modeling of MTC with that of Caltrans to assess traffic needs in the corridor. Now that this work is done, Caltrans might ask for a third lane in each direction on the bridge. Chair Kinsey believes that at some point, TAM will need to adopt a point-of-view about the access options. This should take place at the end of the study period, which at the MTC level is the end of this calendar year.

Also regarding the Richmond-San Rafael Bridge, Chair Kinsey pointed out that MTC took action last month for allocation of \$25 million for the repaving of the Richmond-San Rafael Bridge. MTC and Caltrans will be publicly noticing the construction work.

2. Commissioner Comments

There were no Commissioner comments.

3. Executive Director's Report

ED Steinhauser announced that CTC staff released a draft STIP yesterday. It is an aggregation of what every region in the state needs for the next five years in state and federal gas tax funds. There is nearly \$500 million of gas tax money that can be used for highway & local road funded improvements. Unfortunately, there is 1.3 billion dollars in demand, so there is a huge gap in the money available and the demand. On the other hand, there is an excess of Public Transportation Account, or PTA, funds available, coming from the sales tax on fuel. The CTC has only \$600 million in transit projects. Eligible for those funds. This mismatch is a dilemma that will need to be addressed in the final STIP. CTC staff have indicated a desire to program what money they do have next year on the highway side, State Highway Account, SHA funds, , be spent on cost increases on existing projects. Highway 101, the Puerto Suello Hill segment, falls within that category, with the amount we requested at \$7.4 million dollars. If all goes well and this preliminary staff consideration is adopted, we can hope to see that state and federal gas tax fund money available to us as early as July for the Gap Closure. This means that increases in the highway project can be funded out of the STIP.

ED Steinhauser announced she will be interviewing for the Clerk-Executive Assistant position tomorrow and for the Finance Manager position in the next couple of weeks. In the next two weeks, staff will be advertising for additional positions which are for Planning Manager, Programming Manager, and Project Delivery Manager.

Lastly, tomorrow, or the next day, the Financial RFP will be released that will bring the Financial Advisors on board.

4. Approval of Minutes from February 8, 2006 Meeting

The minutes from February 8, 2006 were approved without revision.

5. State Legislative Assistance Request for Qualifications

ED Steinhauser stated that to date, TAM has not had any dedicated representation or coordination of its goals and concerns through its state legislative delegation. The Authority has thus far been relying on contacts through the County of Marin and legislative contacts through TAM Board members and staff. Staff advises that to achieve maximum benefit, TAM retain the services of a legislative support firm to provide proactive and consistent services on legislative issues that affect TAM at the state level. A Request for Qualifications (RFQ) would be issued in late March 2006 soliciting qualified providers of governmental relations or legislative assistance with a contract term of three (3) years, and an option for two (2) one-year extensions. ED Steinhauser distributed a handout summary of what other transportation agencies around the Bay Area contract for in terms of legislative support.

Commissioner Breen suggested teaming up with Sonoma County. Vice Chair Boro noted that the person should be very knowledgeable about transportation.

The Exec Committee concurred that TAM partner for Legislative Assistance and asked the staff to research meaningful partnerships and report back to the Executive Committee.

6. Mid-year budget review

ED Steinhauser explained that a mid-year budget adjustment was not urgent as there are no significant budget changes to date for this year. The Fiscal Year 2005-06 Budget was adopted in June 23, 2005.

Since that time, actual revenue and expenditure data have been collected for the first six months of the Fiscal Year. The Board has taken action on several items that, while the actions have come with sufficient revenues to cover them, are not codified in the budget document. The mid-year budget adjustment provides an opportunity to review what actual revenues and expenditures have been over the first 6 months of the fiscal year and to revise projected revenue and expenditure needs through June 30, 2006. All proposed revenue and expenditure adjustments are easily managed, and revenues are expected to exceed expenditures for the year.

ED Steinhauser distributed the Transportation Authority of Marin FY 2005-06 Budget vs. Actual summary handout, and then introduced Nancy Whelan of Nancy Whelan Consulting to discuss it. She summarized the mid-year budget projections which indicate that revenue and expenditure changes are minor and can be accommodated easily. The changes have no significant impact on TAM's financial position as they are largely additions of expenditures with corresponding revenues. Preparation of the mid-year budget adjustment provides a foundation for developing the Fiscal Year 2006-07 TAM budget. A draft FY 2006-07 budget will be presented to the TAM Board in April 2007.

The Exec Committee requested a "totals" tally and an additional column for percentage changes on the Marin FY 2005-06 Budget vs. Actual be added for easier reading. The adjustments to the budget will be brought back to the exec committee in April.

7. Fiscal Year 2006/07 Work Plan

ED Steinhauser stated this would be brought back to the Executive Committee in April.

8. TAM Communication Plan

ED Steinhauser introduced Sarah Layton Wallace from CirclePoint to discuss the Strategic Communications Plan from the packet for the Exec Committee's consideration. The plan delineates three key areas of outreach: Public Outreach, Media Outreach and Legislative Outreach. It also touches on communications to foster inter-agency cooperation. If adopted, this communications framework would guide TAM's ongoing efforts to effectively deliver its programs and projects.

Commissioner Murray requested that attention be paid to appropriate translations, cultural sensitivities, and that the information be available in the appropriate areas. She requested seniors and people with disabilities be represented.

Commissioner Breen recommended that more emphasis be given to interagency coordination and that it be brought up to the front of the document. The Committee made a number of additional comments and suggested additions such as the need for coordination amongst agencies when projects are going on simultaneously; that additional agencies be mentioned regarding coordination such as the ferry system operators, the Marin Airporter, schools and local shuttles, and that designated spokespersons such as the Chair, Vice-Chair, and Executive Director do not limit the ability of the Board members to speak on TAM issues.

The Exec Committee directed staff to make these and other changes to the Strategic Communications Plan, and that the plan be brought back in April.

9. 101 Corridor Projects Update (Discussion)

ED Steinhauser went over the 101 Corridor Projects background. She stated we are on a tight schedule for finishing the design of the soundwall and bike/ped path. We have been working to complete the design in time to incorporate these features into the Caltrans project. We are currently on schedule.

She introduced Connie Preston, Vali Cooper Consulting and Chris Metzger, Nolte Consulting to talk about details of the work on the soundwall and bike/ped path. Staff will be bringing this same information to the public, particularly the adjacent community, at a public meeting before the next TAM board meeting at the end of March (March 27th) with the results reported at the TAM Board meeting of March 30th.

Chris Metzger referenced the December, 2005 public hearing where it was heard that the priority was to get sound absorbing material on both soundwalls. They have met with Caltrans and have verified with them that there are three sound absorbing materials/systems that are approved by Caltrans for installation on the freeway. Two are approved for applications immediately adjacent to a shoulder on top of a concrete barrier. Of those, they have decided to pursue one called, Soundsorb, which is incorporated into a wall system by Port-a-Wall, a manufacturer of these sound systems, who offers a number of aesthetic options. They are looking at installing this wall system in front of the eastside Hwy 101. It will be applied to the freeway side of the wall. Details of the bikepath were also discussed.

After much discussion, Chair Kinsey suggested taking it to the full Board, and stated staff needs to pull together a budget for the soundwalls and the options.

10. Open Time for Public Expression

There was no further public comment.

Chair Kinsey adjourned the Executive TAM meeting at 4:20 p.m.